App. F. IX-4

1929-30 (Census)

File No. 10-29

Serial Nos. 142

Previous References
Census 12-19 (1-10).

Later References.
Cens. 18-39-1

P

General and Revenue Secretariat.

Serial Nos. 2

Part B for April 1930.

SUBJECT

Circular regarding the Census operations which was issued on 2nd April 1930.

Sl. 2. No. G. 12719 Dt. 24-4-30.

To The Census Supdt. in Mysore.

States that three Copies of all Circulars may be sent to his office as they are issued.

Pen 5/5

App. F. III—2]

General and Revenue Secretariat | Census File No. 10 of 1929

Serial No.

Letter no 26 of 4.4.30 from the Census Superintendent forwarding three copies of his preliminary circular regarding the Census operations issued by him on 2/4/30 and stating that, if approved, he will submit three copies of all Circulars in future.

(1) On the last occasion three copies of these Circulars were sent to the Residency. Vide Pol 1144/Census 12-19-4 & 14/4/20. If these three copies are to be sent away to Residency there will be none left here for record. As was done last time, a book of circulars issued from time to time has to be maintained here. Hence the Census Supdt. if approved will be asked to forward three more copies.

(2) Two C/S asked for ors

A 6/4 (3) The Residency have not asked us. When they want, copies may be obtd & sent.

Yes

(5) Yes. 11/4

(4) The C-S. may be requested to send 3 copies of all circs as they are issued

4/4 11/4

Chief Sec

11/4

916

1 APR. 1930

Note—Contn. Sheet

6177

App: F. III—2]

General and Revenue Secretariat | Customs File No. 10 of 1929

Serial No.	
	D/L Issued 21/4
2	To the Customs Bombay. No. F. 12719/29 dated 24-4-30 Stating that 3 copies of all Circulars may be sent to this Office as they are issued.

Delay of a week in putting up this draft!!

Issue 2/4

Orders

Ob 25/4

Note.—Contn. Sheet

WD 066—GPB—30,000—26-7-29

3

No. 26/encl.3

Office of the Census Superintendent in
Mysore, Race View, High Ground,
Dated, Bangalore, the 4th April '30.

Gen. 10. 297

CHIEF SECRETARY. 8 APR. 1930

GENERAL MISCELLANEOUS BRANCH 9 APR. 1930 6177

From

M.Venkatesa Iyengar, Esq., M.A.,
Census Superintendent in Mysore,
Bangalore.

To

R. Ranga Rao, Esq., B.A., B.L.,
General Secretary to the Govt. of Mysore,
Bangalore.

Sir,

916
Gen. 12. 29

In accordance with ... previous practice, I have the honour to enclose herewith three copies of a preliminary circular regarding the Census operations which I issued on 2nd April 1930. I shall, if approved, similarly submit for the perusal of Government three copies of all circulars which I may issue in future.

I have the honour to be,
Sir,
Your most obedient servant,

M Venkatesa Iyengar

CENSUS SUPERINTENDENT.

vvk.

MYSORE CENSUS, 1931.

CIRCULAR No. 1.

OFFICE OF THE CENSUS SUPERINTENDENT
IN MYSORE,
Dated, Bangalore 2nd April 1930.

FROM

M. VENKATESA IYENGAR, ESQ., M.A.,
Census Superintendent in Mysore.

To

ALL DEPUTY COMMISSIONERS AND
PRESIDENTS OF CITY AREAS.

Subject :—Preliminary circular regarding the Census of 1931.

SIR,

You are no doubt aware that the Seventh Decennial Census of the State will be taken synchronously with the rest of India next year, probably on the 26th February 1931. The exact date of the Census will be communicated to you as soon as I have been advised in the matter finally. In the meanwhile, I have the honour to request for the operations the hearty co-operation and assistance of yourself and of the officers subordinate to you. The success of the operations in the stage of taking the Census depends entirely upon the zeal and understanding with which Census officers in the districts and cities carry out the work that will be allotted to them. I beg that this may be impressed on all persons whose services will be requisitioned for the Census.

2. The procedure for taking the Census is probably familiar to yourself and to most district officers. For the benefit of those, however, who may not be acquainted with the course of the operations, I am giving a brief outline of the procedure in this circular.

3. In the following paragraphs, "Block" means the smallest unit formed for taking the Census. It consists of from 30 to 50 houses. There is a Census Officer for taking the Census in each block. He is called the Enumerator.

A "Circle" consists of a compact group of from 10 to 15 blocks. There is a Census Officer in charge of each Circle. He is called the Supervisor.

The "Charge" is a group of Circles, usually corresponding to some recognised administrative division such as a town or taluk or a definite portion of either. A Charge Superintendent is in charge of the Census work of each such charge. In rural areas, he is generally the Amildar of the Taluk.

4. Work in connection with the Census in the districts and cities is carried out in seven stages :—

(i) The first stage is the provisional formation of Census divisions. This consists in a division of the country into charges, circles and blocks on the basis of the information regarding the divisions adopted at the last Census and of other information available in the Khaneshumari accounts and similar sources. While proposing these divisions, the names of enumerators and supervisors for each provisional block and circle are also suggested.

(ii) The second stage is house-numbering. All houses and buildings in each block likely to be inhabited on the Census night are given numbers for census purposes. These numbers are distinct and separate from any numbers which may have been given to the houses for Municipal or Khaneshumari purposes.

(iii) The third stage is the final formation of census divisions. The division into blocks and circles made in the first instance is examined with reference to the

information as to the exact number of houses in each block as ascertained by house-numbering. If any block is considered heavy or a circle too large, necessary changes are made so as to bring the area in each case within the limit considered sufficient for the jurisdiction of each census official.

(iv) Next comes the appointment and training of Census Officers. Supervisors and Enumerators for circles and blocks will be appointed, and the officers who will have to superintend census work will have to be initiated into the work of enumeration and enabled to train the Supervisors in their charges. The Supervisors in their turn will have to get the Enumerators of all the blocks within their circles and teach them how to enter the census schedules, *i.e.*, the forms on which information is collected at the census. Practice schedules will be supplied for this purpose.

(v) After practice enumeration comes preliminary enumeration. The Enumerator who has been trained to enter the schedules will be given a list of the houses in his block and required to go from house to house in his block making entries in the schedule for all persons resident in the block at the time of his visit. This operation will begin sometime previous to the night fixed for the Census. The entries made by the Enumerator are to be checked by the Supervisor and higher officers and any corrections found necessary effected. This goes on till almost the day of the Census, so that at the Census itself there should not be need for many corrections.

(vi) The final Census is the sixth stage in the process. The Enumerator goes with the preliminary record as revised in the previous stage to each house in his block on the night fixed for the Census, beginning his round at about 7 P.M. and closing it at 12 midnight. Each entry made for each house has to be verified with reference to the conditions existing at the time of the visit. Names of persons previously entered as resident but absent at the time of the visit have to be removed. Births and arrivals since the preliminary enumeration have to be newly entered and other changes, if any, noted.

(vii) The seventh stage is the preparation of the provisional totals. The Supervisor of each circle meets his Enumerators in a place which has been previously fixed and obtains their Enumeration records from them and gets totals made under certain heads and reports the result to higher authority. This is to be done on the morning next after the final Census.

5. I am revising the Census Code and shall send copies of it when printed for your own reference and the use of the officers in your district. I shall also issue instructions regarding the first stage of the work shortly. In the meanwhile, I request that the Amildars and Presidents of Municipalities in the district and subordinate establishment in the cities may be asked to look up the records of the previous Census. The map for each charge showing the formation of circles and blocks at the last Census, the statements of circles and blocks, and the Register of villages brought up-to-date are of primary importance. Other records will also be helpful in making arrangements for the coming Census.

6. Though the night of the final Census is still a good way off, work has to begin immediately in order that we might be in time in completing each stage. I have therefore the honour to request immediate attention on the part of all officers to communications regarding the Census.

7. I am enclosing.....copies of this letter for your use in communicating the instructions to subordinate officers.

8. Officers receiving copies of this and later circulars may all be requested to file them carefully as only a limited number of copies of each is prepared and it may not be possible to send additional copies if the copies now sent are lost.

I have the honour to be,
Sir,
Your most obedient servant,
M. VENKATESA IYENGAR,
Census Superintendent.

WD 2834—GPB—150—2-4-30

Appendix F G—1.

SUBJECT.....

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Section Census

File No. 10-29

Serial No. 2

No. G. 12719

Diary No. of letter replied to.....

General and Revenue Secretariat.

( )

the *192*

To

The Census Supdt

Date of issue 24.4.30

Signed by Mr. N. V. Rao

Sir,

With reference to your letter No 269 4/4/30 forwarding three copies of a preliminary Circular regarding the Census Operations issued on 2/4/30, I am directed to state that three copies of all Circulars as they are issued may be sent to this Office as they are issued

Thanks etc

List of enclosures.....

Copied by.....

Examined by.....

WD 063—GPB—20,000—1-8-29

Forest Sec